



Project Address
Meeting Date _____ 20 ____
Submit Date
Town Use Only

Applicant Name \_\_\_\_\_ Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Primary Phone Number \_\_\_\_\_ Secondary Phone Number \_\_\_\_\_  
Email Address \_\_\_\_\_

## Location Information

## Property Information

Address or Parcel Number: \_\_\_\_\_ Zone District \_\_\_\_\_

Nearest Intersection/Cross Street:\_\_\_\_\_

Description of Proposed Development Project: (Identify the type of project to be discussed-commercial, residential, number of dwelling units, etc. If additional space is needed, please attach a separate page.)

Or List type of information requested (Please be specific, please attach a separate page):

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Please allow three working days to process your request. Such period may be extended if extenuation circumstances exist. (Per Colorado Statute)

**Document Requests** This section is only a reference and if any discrepancies are found, please refer to the BV Fee Schedule

Record research request \$25.00 per hour 1 hour minimum

Copy fee/page: ( color twice the stated Black & white rate)

8½ X 11 - B&W \$0.25

8½ X 14 - B&W \$0.50

11 X 17 inches - B&W \$1.00

24 x 36 inches - B & W \$5.00

24 x 36 inches - Color \$15.00

Reproduction fee (BVTV) - video \$25.00

Reproduction fee (BVTV) - audio \$15.00

## Planning Research / Review Fee

i.e. banks, property history search

- \$30.00 1st hr (min 1 hr)

All fees based on the 2015 Town of Buena Vista Fee Schedule

## Fees Paid

Amount Due: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Date Paid: \_\_\_\_\_

## Town Staff Use Only

Date Submitted: \_\_\_\_\_ 20\_\_

Date Reviewed: \_\_\_\_\_ 20\_\_

Reviewer Name: \_\_\_\_\_

Date Applicant Notify: \_\_\_\_\_ 20\_\_

Planning Approval \_\_\_\_\_ Date \_\_\_\_\_ 20\_\_